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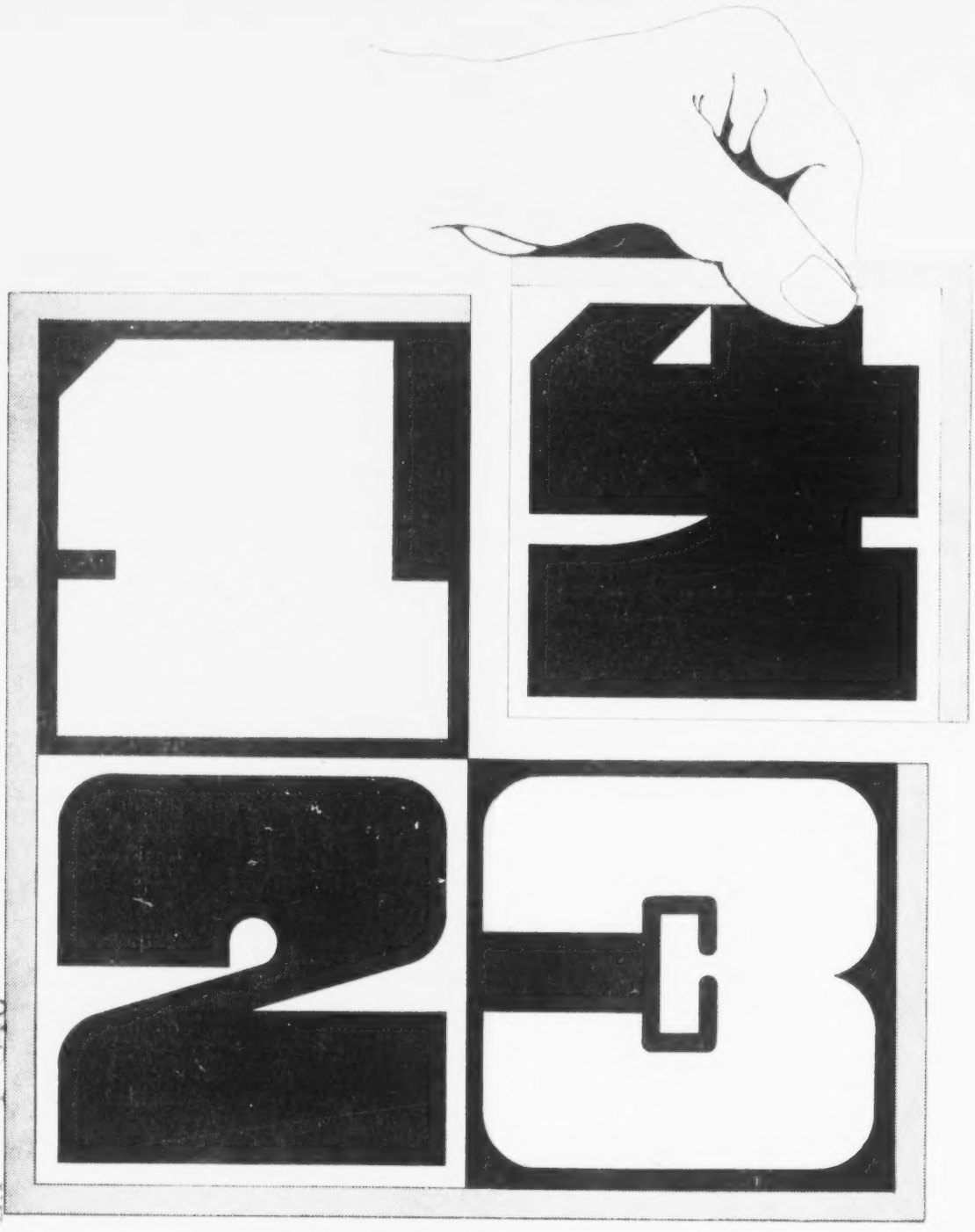
ABSTRACT

The introduction spells out the general provisions and the district information relative to House Bill 2019, which provides a framework for districts to operate on an extended school year. Five general guidelines are then provided that give the chronological steps to be taken to implement an extended year program from letter of intent to State department assistance in evaluating the operation during its first year. The next section is given over to a 6-point guideline that concerns the financial aspects of the program implementation. Samples of application and budget forms are provided. (Author)

# School District Guidelines for The Extended School Year




ARIZONA DEPARTMENT OF EDUCATION
W. P. Shofstall, Ph. D.
Superintendent of Public Instruction

ED 072530

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# SCHOOL DISTRICT GUIDELINES FOR THE EXTENDED SCHOOL YEAR

Weldon P. Shofstall
Superintendent of Public Instruction

STATE DEPARTMENT
OF
EDUCATION

Phoenix, Arizona
1972

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## INTRODUCTION

House Bill 2019 provides a framework for districts to operate on an extended school year.

**General Provisions:**

The legislature has authorized school districts to evaluate, plan, and implement an extended school year.

There is to be flexibility in the approval of extended school year plans so that the plan will meet the educational needs of the pupils in the participating district.

The State Department of Education is to provide preliminary evaluation, continuing assistance, and supervision to guide school districts in the development and operation of workable extended school year programs.

The amount of school financial aid will not change. However, there will be a conversion from average daily attendance over a 175 day instructional period to attendance based on an approved equivalent instructional period for each pupil.

A child must not attend less than the 175 days or an approved equivalent instructional period.

**District Information:**

The school district may operate a four-quarter, three-semester, or any other type of extended year program.

The program must be approved by the State Board of Education. There are two steps to this approval: (1) The district must first meet the standards of qualification, and (2) Then meet requirements for approval. Approval of programs is to be based on appropriate priorities, workable procedures, and overall value.

Programs are to be operated in cooperation with and under the supervision of the Superintendent of Public Instruction.

The district may operate one or all of its schools on an extended year program.

The school(s) on extended year programs shall be removed from the district budget. The district budget will be reduced by that amount.

All additional expenses caused by the extended year operation will be exempt from the 6% budget limit check for the first twelve months.

The school year may be changed from the present July 1 to June 30 to some other dates. Budget dates are to be adjusted accordingly.

The State Superintendent of Public Instruction will compute attendance based on 175 days or its equivalent.

Common and high schools may operate extended school year programs.

Hadley A. Thomas
Deputy Associate Superintendent
Director of the Extended School Year Program

## I GENERAL GUIDELINES FOR THE EXTENDED SCHOOL YEAR PROGRAM

1. When the School Board of the district authorizes the Superintendent to proceed with the study of an extended school year program, the Superintendent needs to write a letter of intent to the State Department of Education.

   The letter of intent should contain the following information; the name of the district, the date of the Board action, and a statement of intent to seriously consider an extended school year operation.

2. When the letter of intent is received by the State Department of Education, the guidelines will be mailed to the district.

3. The State Department of Education through the Director of the extended school year program, will then provide assistance to the district in the form of interpretation of guidelines, different types of program materials, planning and implementation information.

4. When the district is ready to implement their program, a formal application must be made to the State Board of Education for approval. The application is to be filed with the Director of the Extended School Year Program in the State Department of Education for review and transmittal to the State Board of Education through the proper channels. The application must be approved by the State Board of Education enough in advance so that a proper implementation can be carried out for the operation.

5. During the first year of operation, a specialist will be provided by the State Department of Education to help the district in their operation and evaluation of an extended school year program.

## II FINANCIAL GUIDELINES FOR THE EXTENDED SCHOOL YEAR

1. Fiscal year other than July 1 to June 30

   In order to change fiscal year, the dates must be determined by the type of program adopted by the District. However, the key is that the changed fiscal year is to be for a continuous twelve month period. For example: If the changed fiscal year is to begin on September 1, it is to run continuously through August 31 of the following year. (ARS: 15-301.A and 15-1137.01-B.1)

2. Attendance and Apportionments

   A. Special registers will need to be used identified as Extended School Year Registers for Elementary or High School for Data Processing. (ARS: 15-1137.01-A.2)

   B. Computation for apportionments will need to change from the regular six month projection. (ARS: 15-1137.01-B.2)

   C. Apportionments will need to be changed in general and categorical assistance so that they can be paid for each pupil while in attendance. Formulation for each school will have to be based on the number of students in attendance for each period. For example: if a school is on an optional four quarter program, the smallest number of students could be in attendance during the fourth quarter. Then the percentages of apportionments could be: 1st quarter 27%, 2nd quarter 26%, 3rd quarter 26%, and 4th quarter 20%. If a school is operating a 45-15 program, then the percentages of the total apportionments could be – 25% of each quarter of the year. (ARS: 15-1137.01-B.2 and 15-1212(c))

   D. What could be an acceptable equivalent for a 175 day year? 45-15, each student should attend 180 days. Four quarter, each student could attend from 170–175 days. If there is some additional attendance period – arrangement – approval will have to be part of the application. (ARS: 15-321 and 15-442)

3. To identify six percent limitation for a school: (ARS: 15-1137.02-C)

   A. The actual expenditures for the school going to an extended school year must be pro-rated from the previous year's district budget. For example: If a district has three schools and only one is going to operate an extended school year, then approximately one-third of that total district budget can be entered in the actual Expenditures column. However, the one-third cost must be realistic. For example: If one school has 10 teachers, on has 15 teachers and one has 20 teachers, then the actual number of teachers employed in that school must be used, all related costs adjusted accordingly.

   B. When all of the above costs have been entered into the school budget, the proposed budget figures are to be entered.

   C. The budget six percent limit check is to be completed on page 3 of the budget. This identifies the permissible total operational budget.

4. Identification of added costs of the extended school year: (ARS: 15-1137.02-D)

   A. The supplement to the budget is filled in for each major category.

      Only those expenditures that are a result of the extended school year operation are to be identified in this column. Back-up data is to be supplied on project application.

   B. Figure total adjusted permissible operational budget.

      (1) Enter the total from line 9 of school budget under the six percent limit check.

      (2) Enter the total figure for A.

      (3) Add line 1 to line 2.

      This gives the total adjusted permissible operational budget for that school for an extended school year.

5. Adjustment of regular district budget: (ARS 15-1137.02-B)

   This district operational budget is to be reduced by the amounts shown on the school budget.

   Then the standard budget procedures are to be followed for that budget operation.

   However, the district tax levy formula must carry the totals of both budgets.

   The amounts of the budget for the school is to be added just under the regular budget to show that it is part of the total cost to the district.

6. For the second year of operation: (ARS: 15-1137.02-D)

   The school budget is no longer exempt from the six percent, but the new base for that budget will be used for the six percent limit budget check.

   For as long as the school is operated on an extended school year and the budget dates are other than July 1 to June 30, a separate budget must be maintained.

# APPLICATION FORM

STATE DEPARTMENT OF EDUCATION

APPLICATION TO OPERATE AN EXTENDED
SCHOOL YEAR PROGRAM
(15-1137.01-A.1)

SECTION I - PROJECT REVIEW AND RECOMMENDATION (To Be Completed by Authorized State Department Official)

| Date Received | Specialist | Application | Project Description | Budget Review | Implementation | Evaluation |
|---|---|---|---|---|---|---|
| | | | | | | |

Signature (Authorized DOE Official) _____ Date _____

Recommend Approval

Do Not Recommend Approval

Date For Fiscal Year ____, 19___ to _____, 19____

SECTION II - STATISTICAL DATA (To be completed by applicant)

APPLICANT (Legal name of agency)

MAILING ADDRESS (Street, City or Town)

STATE ARIZONA | COUNTY | ZIP CODE

NAME AND TITLE OF CONTACT PERSON | TELEPHONE NUMBER

ITEM 1 NUMBER OF SCHOOLS AND NUMBER OF SCHOOL-AGE CHILDREN IN APPLICANT'S DISTRICT

| | | GRADE SPAN | TOTAL NO. OF SCHOOLS | TOTAL NO. OF CHILDREN |
|---|---|---|---|---|
| | | (1) | (2) | (3) |
| A | Estimated number of children in elementary schools | | | |
| B | Estimated number of children in high schools | | | |
| C | Total number of schools and children (Sum of A and B) | | | |

ITEM 2 NUMBER OF CHILDREN WHO WILL PARTICIPATE IN EXTENDED SCHOOL YEAR

A District-Wide Percentage ____ %

ITEM 3 TYPE OF EXTENDED YEAR PROGRAM

ITEM 4 BUDGET YEAR:
Beginning Date _____
Ending Date _____

ITEM 5 — All children expected to participate in this project

A ESTIMATED NUMBER OF PARTICIPATING CHILDREN BY GRADE LEVEL

| GRADE LEVEL | NUMBER ENROLLED IN REGULAR PROGRAM | NUMBER ENROLLED IN EXTENDED SCHOOL YEAR | TOTAL |
|---|---|---|---|
| (1) | (2) | (3) | (4) |
| 1. Pre-Kindergarten | | | |
| 2. Kindergarten | | | |
| 3. Grade 1 | | | |
| 4. Grade 2 | | | |
| 5. Grade 3 | | | |
| 6. Grade 4 | | | |
| 7. Grade 5 | | | |
| 8. Grade 6 | | | |
| 9. Grade 7 | | | |
| 10. Grade 8 | | | |
| 11. Grade 9 | | | |
| 12. Grade 10 | | | |
| 13. Grade 11 | | | |
| 14. Grade 12 | | | |
| 15. TOTAL(Sum of 1 through 14): | | | |

SPECIAL FUNDS
(15-1137.01-B.2)

ITEM 6 There are a number of other funding sources that are a part of an instructional program for a school district. List all of these sources so that they can adjust their portions of the program to meet the needs of an extended school year.

Source of funds available for children

FEDERAL PROGRAMS: FUNDS

ESEA (PL 89-10)

Title I .....
II .....
III .....
IV .....
V .....
VI .....
VII .....
VIII .....

NDEA (PL 85-864)

Title III (AV Equipment) .....

Federal Affected Areas

Johnson-O'Malley (PL 73-167) .....
Federal Impacted (PL 81-874) .....
Federal Construction (PL 81-815) .....

School Lunch

Child Nutrition (PL 89-642) .....
Special Milk (PL 85-478) .....
National School Lunch (PL 79-396 & PL 90-302) .....

Vocational Education (PL 88-210) .....

Smith-Hughes (PL 64-347) .....
George-Barden (PL 79-586) .....
Manpower Development (PL 87-415) .....

Adult Education (PL 89-750) .....

Adult Vocational (PL 84-959) .....

EPDA (PL 90-35) .....

OTHER:
State Funds: .....
Special English: .....
Special Education: .....
Career Education: .....
Other: .....

TOTAL

ITEM 7 CERTIFICATION & STATEMENT OF ASSURANCES

A CERTIFICATION

The applicant designated below hereby applies to operate an extended school year program as set forth in this application.

I HEREBY CERTIFY that, to the best of my knowledge, the information contained in this application is correct; the agency named below has authorized me, as its representative, to file this application; and such action is recorded in the minutes of the LEA board meeting held on:

(DATE) _____

B THE APPLICANT HEREBY ASSURES THE CHIEF STATE SCHOOL OFFICER THAT: (15-1137.01-A.3)

There is a demonstrated need for an extended school year program showing a more economical utilization of facilities and personnel or curriculum improvement.

There has been program planning involving students, faculty, parents, and community.

There are meaningful objectives for the program.

The implementation procedure has a full cycle of operation for all students.

There are phase-in checkpoints for progress evaluation for each step of implementation.

There is to be an outcome evaluation for ascertaining objective accomplishment.

There will be cooperation with the State Department of Education in preliminary evaluation and continuing supervision and assistance to guide the district in the establishment of a workable extended school operation. (15-1137.02-A)

If any additional costs occur, they will be borne by the local school district.

| SIGNATURE OF SUPERINTENDENT | LEGAL NAME OF APPLICANT AGENCY | DATE |
|---|---|---|

| SIGNATURE OF THE CLERK OF THE BOARD | LEGAL NAME OF APPLICANT | DATE |
|---|---|---|

ITEM 8

ESTIMATED NEEDS FOR APPORTIONMENTS
(15-1137.01-B.2)

School District _____

Address _____

INDICATE PERIOD OF TIME UNDER APPROPRIATE MONTHS:

| | Percentage of Apportionments: | Estimated A.D.A. |
|---|---|---|
| September | | |
| October | | |
| November | | |
| December | | |
| January | | |
| February | | |
| March | | |
| April | | |
| May | | |
| June | | |
| July | | |
| August | | |
| | 100% | TOTAL |

NOTE: This form is provided to furnish to the Arizona Department of Education the estimated percentage of apportionments needed each period to meet the requirements of the program.

Remarks: _____

_____

_____

_____
Signature, School District Authorized Representative

Approved: _____
Authorized Representative
Business & Financial Services Division

ITEM 9

## PROGRAM DESCRIPTIONS

1. Needs Assessment

   Why does the district need to operate an extended school year program?

2. How was the program planning done? Who was involved in program planning–i.e., committees of students, parents, community agencies, teachers, administrators? Some supportive data from planning group. Evidence of adequate planning and support for program.

3. The basic goal would be to: Operate an extended school year to improve educational benefits to students of the district or school.

   The objectives should be stated in terms that could be used for evaluation.

4. The implementation plan should show a step-by-step progression of events to cover a full cycle operation.

5. There should be a form of evaluation for each step in the implementation plan.

6. Program evaluation of the objectives of the program.

## EXTENDED SCHOOL YEAR

## III DIRECTIONS FOR FILLING OUT APPLICATION

SECTION I:

To be filled out by State Department of Education.

SECTION II: STATISTICAL DATA

APPLICANT: Name and Number of School District

Jones Elementary School District No. 21

MAILING ADDRESS:

Official Mailing Address

STATE:

Already filled out

COUNTY:

Self-explanatory

ZIP CODE:

Self-explanatory

NAME AND TITLE OF CONTACT PERSON:

The person to be contacted by the State Department of Education

TELEPHONE NUMBER:

Telephone number of contact person

ITEM 1 NUMBER OF SCHOOLS AND NUMBER OF SCHOOL-AGE CHILDREN IN APPLICANT'S DISTRICT

A. Estimated number of children in elementary schools.
   (1) Grade Span (grade levels in elementary schools)
   (2) Total Number of Schools
   (3) Total Number of Children (total enrollment at time of application)

B. Estimated number of children in high schools
   (1) Grade Span (grade levels of high schools, 9-12 or 10-12)
   (2) Total Number of High Schools
   (3) Total number of Children (total enrollment at time of application)

C. Total number of schools and children (self-explanatory)

ITEM 2 NUMBER OF CHILDREN WHO WILL PARTICIPATE IN EXTENDED SCHOOL YEAR

Use the total projected enrollment at the time of the application of the school or schools in the program.

A. District-Wide Percentage

Divide Item 2 by C Column (3).

ITEM 3 TYPE OF EXTENDED SCHOOL YEAR

Indicate which plan will be utilized for the program such as 45-15, four quarter, tri-mester, etc. If there is more than one school, indicate which plan for each school. Example: John Jones H. S. – Four quarter plan, or John Jones Elementary School – 45-15 Plan.

ITEM 4 BUDGET YEAR

List the dates that will be used for the budget dates of the school or schools. For example, September 1, 1973; August 31, 1974.

ITEM 5 ALL CHILDREN EXPECTED TO PARTICIPATE IN THIS PROJECT

A. Estimated Number of Participating Children by Grade Level.
   (1) Indicate each grade level.
   (2) Number of those students at that grade not enrolled in an extended school year program.
   (3) Projected number of students (not counted in (2) above) who will participate in the extended school year program.
   (4) Total – total number of students in the district.

ITEM 6 SPECIAL FUNDS

Indicate funds that will be used in identified extended school so that there can be some coordination for funding.

ITEM 7 CERTIFICATION AND STATEMENT OF ASSURANCES

Self-explanatory. This is a statement of assurance that the district will comply with guidelines of the State Board of Education.

ITEM 8 ESTIMATED NEEDS FOR APPORTIONMENTS

The method of paying apportionments for A.D.A. Refer to guidelines and enter those percentages and estimated A.D.A.'s on the month lines.

ITEM 9 PROGRAM DESCRIPTION

Self-explanatory. This is where all of the backup data for the program is described.

# SCHOOL BUDGET
# FORM

SAMPLE

NAME OF SCHOOL

NAME AND NO. OF DISTRICT

(ARS: 15-1137.01-A-2)

SCHOOL BUDGET FOR AN EXTENDED SCHOOL YEAR
FOR THE FISCAL YEAR OF _____19__ TO _____19__

| | PURPOSE | NO. OF EMPLOYEES Past Fiscal Year 19__ | NO. OF EMPLOYEES Current Fiscal Year | ACTUAL EXPENDITURES Past Fiscal Year 19__ | PROPOSED BUDGET Current Fiscal Year 19__ |
|---|---|---|---|---|---|
| I. | ADMINISTRATION -- 1000 | | | | |
| | Salaries | | | | |
| 1010 | Clerk & Employees of School Board | ( ) | ( ) | | |
| 1020 | Superintendent | ( ) | ( ) | | |
| 1030 | Asst. Superintendent | ( ) | ( ) | | |
| 1040 | Principals | ( ) | ( ) | | |
| 1050 | Asst. Principals | ( ) | ( ) | | |
| 1060 | Other Adm. Officers | ( ) | ( ) | | |
| 1090 | Secretarial & Clerical Assts | ( ) | ( ) | | |
| | Supplies and Expense | | | | |
| 1100 | School Board | | | | |
| 1200 | Superintendent's Office | | | | |
| 1300 | Principal's Office | | | | |
| 1400 | Travel | | | | |
| | TOTAL | | | | |
| II. | INSTRUCTION -- 2000 | | | | |
| | Salaries | | | | |
| 2020 | Supervisors of Instruction | ( ) | ( ) | | |
| 2030 | Guidance & Psych. Personnel | ( ) | ( ) | | |
| 2040 | Classroom Teachers | ( ) | ( ) | | |
| 2070 | Other Instructional Personnel | ( ) | ( ) | | |
| 2080 | Librarians | ( ) | ( ) | | |
| 2090 | Secretarial & Clerical Assts | ( ) | ( ) | | |
| | Supplies and Expense | | | | |
| 2100 | Teaching Supplies | | | | |
| 2200 | Library Books | | | | |
| 2400 | Travel | | | | |
| 2500 | Other | | | | |
| | TOTAL | | | | |
| III. | OPERATION OF SCHOOL PLANT -- 3000 | | | | |
| | Wages and Salaries | | | | |
| 3010 | Janitorial Employees | ( ) | ( ) | | |
| | Supplies and Expense | | | | |
| 3100 | Utilities | | | | |
| 3200 | Supplies | | | | |
| 3400 | Travel | | | | |
| 3500 | Other | | | | |
| | TOTAL | | | | |

| | | NO. OF EMPLOYEES Past Fiscal Year 19__ | NO. OF EMPLOYEES Current Fiscal Year | ACTUAL EXPENDITURES Past Fiscal Year 19__ | PROPOSED BUDGET Current Fiscal Year 19__ |
|---|---|---|---|---|---|
| IV. | MAINTENANCE OF SCHOOL PLANT -- 4000 | | | | |
| | Wages and Salaries | | | | |
| 4010 | Maintenance Employees..... | ( ) | ( ) | | |
| 4200 | Materials, Supplies & Expense..... | | | | |
| 4400 | Travel..... | | | | |
| 4500 | Contracts..... | | | | |
| | TOTAL..... | | | | |
| V. | AUXILIARY AGENCIES -- 5000 | | | | |
| | Salaries | | | | |
| 5010 | Health Services..... | ( ) | ( ) | | |
| 5020 | Attendance Service..... | ( ) | ( ) | | |
| 5030 | Pupil Transportation..... | ( ) | ( ) | | |
| 5040 | Lunch Program..... | ( ) | ( ) | | |
| 5050 | *Physical Education Intra-Mural... | ( ) | ( ) | | |
| 5060 | *Physical Educ. Inter-Scholastic.. | ( ) | ( ) | | |
| | *Prorate--Time Basis | | | | |
| | Expense | | | | |
| 5100 | Health Service..... | | | | |
| 5200 | Attendance Service..... | | | | |
| 5300 | Pupil Transportation..... | | | | |
| 5400 | Lunch Program..... | | | | |
| 5500 | Physical Education Intra-Mural..... | | | | |
| 5600 | Physcial Education Inter-Scholastic..... | | | | |
| 5700 | Travel..... | | | | |
| 5800 | Other..... | | | | |
| | TOTAL..... | | | | |
| VI. | FIXED CHARGES -- 6000 | | | | |
| 6100 | Rent or Lease For a Period Not to Exceed One Year..... | | | | |
| 6200 | Insurance Premiums (Other Than Personnel)..... | | | | |
| 6300 | Insurance Premiums for Personnel..... | | | | |
| 6400 | Industrial Compensation Premiums..... | | | | |
| 6500 | O.A.S.I. Contributions..... | | | | |
| 6600 | State Retirement Contributions..... | | | | |
| 6700 | Interest on Registered Warrants..... | | | | |
| 6800 | Other..... | | | | |
| | TOTAL..... | | | | |
| VII. | CONTINGENCIES -- 7000..... | | | | |
| VIII. | CAPITAL OUTLAY -- 8000 | | | | |
| 8100 | Textbooks..... | | | | |
| 8200 | Athletic Equipment..... | | | | |
| 8300 | Furniture & Equipment..... | | | | |
| 8400 | Transportation Equipment..... | | | | |
| 8500 | Additions, Alterations & Improvements | | | | |
| | 8010 (a) Salaries & Wages..... | ( ) | ( ) | | |
| | 8520 (b) Materials..... | | | | |
| | 8530 (c) Contracts..... | | | | |
| 8600 | Other..... | | | | |
| | TOTAL..... | | | | |
| IX. | TUITION TO OTHER SCHOOL DISTRICTS -- 9000..... | | | | |
| | GRAND TOTAL..... | | | | |

BUDGET SIX PER CENT LIMIT CHECK

1. Grand Total Budget Past Fiscal Year..... _____
2. Subtract: Budget Past Fiscal Year for:
   Capital Outlay (VIII)..... _____
   Unused Tuition to Other School Districts (IX)..... _____
   Amount Overbudgeted Based on Actual Average Daily Attendance. _____
3. Equals Total Operational Budget for Past Fiscal Year..... _____
4. Total of Column 1, Item 10..... _____
5. Total Operational Budget Per Pupil Per Annum for the Past Fiscal Year (Item 3 divided by Item 4)..... _____
6. Add:
   State Average Per Pupil
   Per Annum x 6%..... _____
7. Permissible Operational Budget Per Pupil Per Annum for Current Fiscal Year (Item 5 + Item 6)..... _____
8. Total of Column 2, Item 10 (If total of Column 1, Item 10 is larger, such figure may be used. A.R.S. 15-1201.01-B)..... _____
9. a. Permissible Total Operational Budget for Current Fiscal Year (Item 7 x Item 8)..... _____
   b. Adjusted Total Permissible Operational Budget for Extended School Year..... _____
10. Actual Attendance Information

| | Column 1<br>Past<br>Fiscal Year<br>(Actual) | Column 2<br>Estimated<br>Current<br>Fiscal Year |
|---|---|---|
| Eligible for State Aid | _____ | _____ |
| Not eligible for State Aid | | |
| (a) Over 21 | _____ | _____ |
| (b) Tuition | _____ | _____ |
| Total Average Daily Attendance | _____ | _____ |

Attendance Information and Estimates Approved:

_____
County School Superintendent

## SPECIAL LEVIES AND BOND SERVICE

| PURPOSE | ACTUAL EXPENDITURES Past Fiscal Year 19__ | PROPOSED BUDGET Current Fiscal Year 19__ |
|---|---|---|
| I. Special district levy for improvement of Adjacent public ways..... | _____ | _____ |
| II. Special district levy for building fund (not to exceed 30¢ per $100 Assessed Valuation)..... | _____ | _____ |
| III. Special levy for expenditures authorized pursuant to Section 15-1245 (memorandum only--Do Not Add).... | _____ | _____ |
| IV. Bonded Indebtedness | | |
| Interest..... | _____ | _____ |
| Redemption..... | _____ | _____ |
| Total..... | _____ | _____ |

---

### CERTIFICATE OF ADOPTION
### BY BOARD OF TRUSTEES OR BOARD OF EDUCATION

We hereby certify that the foregoing budget for the fiscal year 19__-19__ was adopted this _____day of_____, 19__

| SIGNED | TITLE | P.O. ADDRESS |
|---|---|---|
| SIGNED | TITLE | P.O. ADDRESS |
| SIGNED | TITLE | P.O. ADDRESS |
| SIGNED | TITLE | P.O. ADDRESS |
| SIGNED | TITLE | P.O. ADDRESS |

# EXTENDED SCHOOL YEAR SUPPLEMENT TO BUDGET FORM

SAMPLE

Dist. No. _____ School Name _____ County _____

(ARS: 15-1137.01-A.2)

DEPARTMENT OF EDUCATION
W. P. Shofstall, Ph.D., Superintendent

VI. SCHEDULE OF BUDGETED EXTENDED YEAR COSTS
FOR THE FISCAL YEAR OF _____19__ TO _____19__.

A. ADDED COSTS
(Enter only those added costs related to extended school year operation)

| | | Proposed Budget Current Fiscal Year |
|---|---|---|
| I | Administration--1000 | |
| II | Instruction--2000 | |
| III | Operation of School Plant--3000 | |
| IV | Maintenance of School Plant--4000 | |
| V | Auxiliary Agencies--5000 | |
| VI | Fixed Charges--6000 | |
| VII | Contingencies--7000 | |
| VIII | Capital Outlay--8000 | |
| | Total | |

B. TOTAL ADJUSTED BUDGET

1. Total permissible operational budget for current extended school year..... _____
(From line 9 BUDGET SIX PERCENT LIMIT CHECK OPERATIONAL BUDGET)

2. Additional costs of extended school year operation (Exempt from six percent limit) (ARS 15-1137.02-D)..... _____

3. TOTAL ADJUSTED PERMISSIBLE OPERATIONAL BUDGET FOR _____19__ TO _____19__. (Add line 1 to line 2)..... _____